

## EXCLUSIONS REPORT PROCEDURE:

### Category of Disability Response Rate

The percent of participants where, if they self-identify that they have a disability, the category of disability is known. The disability categories are:

1. Physical/chronic health condition
2. Physical/mobility impairment
3. Mental or psychiatric disability
4. Vision-related disability
5. Hearing-related disability
6. Learning disability
7. Cognitive/intellectual disability

Co-enrolled individuals will be reported for each Title I program they're enrolled in.

[Data Validation Requirement](#)

Each month AWIB leadership is provided with data demonstrating the progress of Alaskans engaging in employment and/or training activities. This data is monitored to assess the effectiveness of the statewide systems involving WIOA funding.

### WHO

The WIOA Youth Program Coordinator or designee will review the AKJobs documentation of each participant to assess **if** additional information is needed.

### STEPS

Upon receipt of the Exclusion Report for their office, the WIOAY grantee will review AKJobs and the participant's hard file to determine appropriate actions, **if warranted**. All appropriate actions will be noted in the "finding" column of the report and returned to the WIOA Youth Program Coordinator, **with** the Monthly Progress Report for the following month.

### Reasons for failure:

- The participant disclosed that they have a disability but didn't disclose the type of disability.



### Possible corrective actions:

- ✓ The participant should not be coerced or guilted into providing disability information they're not comfortable providing, but we need to ensure they are aware of the importance of the information, they have a ready opportunity to provide that information, and they are encouraged to provide the information.